

## **VETERANS MEMORIAL COMMITTEE**

### **MEETING MINUTES**

**June 15, 2011**

Members present: Chair Kurt Minnich, Mr. Keith Marston, Ms. Deb Snyder, Ms. Jenny Printy, and Mr. John Maietta

Supervisor: Chairman Vince DiFilippo

Staff: Terri A. Martini, Assistant Township Manager

Attendees: Roger Fugere

The Chairman called the meeting to order. Suggestions for correcting the meeting minutes of June 1 and June 6 were discussed. Revised minutes will be presented at the next meeting.

Staff distributed a procurement policy for negotiating a bid when the public bids are non-responsive. Staff indicated that the public bid will be reissued with bids due on July 1, 2011 in the event that the solicitor does not approve negotiations at this stage. The Committee approved proceeding with both processes; 1) negotiate with the lowest bidder if this avenue was approved by the Township Solicitor; and 2) immediately rebid the package with bids due July 1.

Deb Snyder discussed the meetings held with Mr. Wayne Stevenson and the cost estimates that he had obtained for the purchase of materials and the cost of fabrication of the metal and framing of the walls. Additionally, conversations had occurred between Mr. Stevenson and the architect, Matt Leone regarding cost cutting measures. The Committee unanimously approved utilizing Mr. Stevenson as the Committee's agent to purchase the metals and oversee the fabrication of the walls.

Members inquired if the windows can be ordered and produced as designed. The Chairman announced that deadline for brick and plaque orders is July 1. Additionally, the members discussed possible deferral of the mission markers until sponsors could be identified and committed. Possible sponsors included Cleveland Brothers, Delta Development, Norm Hoffer, and Nick Cantone.

The mass mailing was discussed. A \$190 permit would be needed for including Hampden Township, Monroe and Middlesex Townships and Carlisle.

Mr. Maietta also has identified an opportunity for 5 billboards for a two week period available in mid-August at a cost of \$900.

Additional sponsors identified included L. B. Smith, Lawrence Chevrolet and Sutliff.

A potential groundbreaking for July 16<sup>th</sup> or July 2 was discussed. Invitees would include the Senators and Representative, County Commissioners and Veterans Affairs officials.

The meeting was adjourned.